

United States Army Japan Merit Promotion and Placement Vacancy Announcement		雇用の種類/Employment Type MLC	施設名/Location キャンプ座間/Camp Zama
空席告知番号/Announcement Number MLC(IV)14-028	募集期間/Opening Period Open Until Filled	募集範囲/Area of Consideration すべて/ALL	
職種名・職種番号・基本給表・等級/Job Title, Job Number, BWT, Grade ENGINEER (ELECTRICAL), #541, BWT 1-6/7/8 *See below Required Conditions of Employment.		基本給/ Basic Wage ￥272,400 (BWT 1-8) ￥236,500 (BWT 1-7), ￥222,600 (BWT 1-6)	
部隊名/Organization Electrical Section, Engineering Branch, U.S. Army Corps of Engineers, Japan District		勤務時間/Work Schedule 週 40 時間制/Hours Per Week (0800 ~ 1645, Recess: 1200 ~ 1245) <input checked="" type="checkbox"/> 月/M <input checked="" type="checkbox"/> 火/Tu <input checked="" type="checkbox"/> 水/W <input checked="" type="checkbox"/> 木/Th <input checked="" type="checkbox"/> 金/F <input type="checkbox"/> 土/Sa <input type="checkbox"/> 日/Su	
応募時に提出するもの/ Documents Required to Apply (Applications and Other Documents) <p> * ご応募に際して、注意事項 (http://www.usagj.jp.pac.army.mil/gojobs/howtoapply_jp.aspx) を必読ください。また申請用紙も同ページより入手してください/ Please click on the above URL and read the website. The application forms are available at the website. </p> <p> **USFJ フォーム 196 aEJ、職務記述書、資格・証明書、その他 KSA を証明する書類など、すべてが揃って初めて応募書類一式として有効となります。必要な情報はすべて記入してください/ USFJ Form 196aEJ, resume of work experience, and licenses/certificates or other documents necessary to demonstrate your KSA and qualification should be included in complete application package for consideration. </p> <p> 申請用紙 / Applications : <input checked="" type="checkbox"/>履歴書/USFJ FORM 196aEJ <input checked="" type="checkbox"/>職務経歴書 / Resume of Work Experience <input type="checkbox"/>質問状 / Questionnaire (該当する場合は、この空席広報最終ページに質問状 (別添) があります / If applicable, the sheet of Questionnaire is attached at the last page of this vacancy announcement) * 旧申請用紙(AJ Form 1021)での提出は無効です/ Submission of Application in AJ Form 1021 is invalid. </p> <p> 申請用紙の記入言語 / Language to complete applications : <input checked="" type="checkbox"/> 英語/ English <input type="checkbox"/> 日本語/ Japanese <input type="checkbox"/> 日本語 (英語での記入も可) / Japanese (English is acceptable as well) </p> <p> <input checked="" type="checkbox"/>ALCPT、TOEIC、TOEFL、英検のスコアの写し/Copy of ALCPT score, TOEIC score, TOEFL score or EIKEN score. <input type="checkbox"/>日本の運転免許証の写し/Copy of Japanese driver's license <input checked="" type="checkbox"/>最高学歴の卒業証明書の写し/Copy of diploma of highest education completed. <input checked="" type="checkbox"/>その他/Other 必要資格の免許または修了証のコピー/ Copy of required licenses and/or certificates </p>			
応募方法/To Apply <p> 上記の書類を締切日までに担当の人事課まで郵送してください。 締切日の午後 3 時必着。ファックス、電子メール及び宅配便での応募は受理できません。 提出された応募書類は返却いたしません。 記載漏れや必要な証明書、署名等の不備がある、あるいは締切時間以降に届いた応募書類は、審査不可となります。 記載内容に虚偽の申告があると認められたときは応募が無効となります。 Mail the application to the office shown in the bottom of this form along with necessary documents specified above. Application must be received no later than 1500 hours on the closing date. Applications sent through fax, e-mail and/or delivery dealers except Japan Post Co., Ltd. are not accepted. All submitted documents will not be returned. Incomplete applications (applications without signature, required information or certificates/documents) and applications not meeting the suspense time and date will not be considered. Applications, if found with false statements, are invalid. </p>			
提出先 宛先 〒252-0000 神奈川県座間市 キャンプ座間 Bldg 102 G-wing 宛名 基地管理本部 日本人事務所 日本人雇用課 IMJN-JER MLC(IV)14-028		Submit To Address: Bldg 102 G-wing, Camp Zama Zama-shi, Kanagawa-ken 252-0000 Name: JESO, USAG-J IMJN-JER MLC(IV)14-028	

Duties:

Serves as the District's technical advisor on all architectural, civil, electrical, communication, mechanical or fire protection engineering issues. Is responsible for the architectural, civil, electrical, communication, mechanical or fire protection engineering portions of projects during the planning, designing, and construction stages. Incumbent requires the capability of adapting precedents and engineering theories and principles to the particular needs of the projects. Project assignments may be of the same difficulty and responsibility as those cited in job descriptions of higher grade; however, the number of projects or the number of engineers assigned to the projects will be adjusted to suit the level of skills and knowledge expected at this grade. Projects range from conventional to the largest and most complex, such as headquarters buildings, hospitals, large high rise housing structures, large industrial shops, ports, docks, POL facilities, airfields, hangers, engine test cells, precision measuring equipment laboratories, utility plants and systems, communications facilities and systems, and other comparable engineering projects. Projects assigned will include those designed and constructed under the government of Japan's (GOJ's) large Host Nation funded construction program for the US Forces, Japan (USFJ), as well as those funded by the US Government.

Incumbent :

1. Reviews regulations criteria and SOPs used by the USFJ, architect-engineer (A-E) firms, and the GOJ's engineers. Assists the Section Chief and other senior engineers prepare instructions and guidance for their use in developing designs of the architectural, civil, electrical, communication, mechanical, or fire protection engineering portions of projects.
2. Prepares architectural, civil, electrical, communication, mechanical or fire protection engineering portions of technical criteria documents and drawings for the Host Nation funded projects, as well as complete drawings, specifications and other design documents for the US-funded projects. Provides translations of technical documents from English to Japanese, and vice versa.
3. Reviews studies, design analysis, construction drawings, and specifications to insure they are in accordance with established criteria, regulation, and policies. Is familiar with the general technical interface between all engineering disciplines. Coordinates comments with the A-E firms, other technical disciplines, project managers, end-users, and GOJ, as applicable.
4. Provides architectural, civil, electrical, communication, mechanical, or fire protection engineering on-site inspection, assistance and technical advice to District's construction offices on projects under construction. Makes field observations compares findings with contract documents, then provides technical recommendations based on sound engineering judgment.
5. Attends conferences with A-E firms, the GOJ, and end-users, and represents the District and the USFJ as the consultant in the architectural, civil, electrical, communication, mechanical or fire protection engineering field. Serves also as technical interpreter at conference between the USFJ and the GOJ, and provides documented minutes of all technical issues. Stays abreast of the latest developments and technical publications in the architectural, civil, electrical, communication, mechanical, or fire protection engineering field. Advises District and USFJ personnel, A-E firms, and the GOJ of new technical engineering applications and innovations that have an impact on established procedures.

Performs other duties as assigned.

最低必要応募資格基準/MINIMUM QUALIFICATION STANDARDS (MQS) Requirement:

BWT 1-6:

Must have at least one (1) year of specialized experience equivalent to BWT 1-5 OR Master Degree in a related field OR 3 academic year of graduate level education.

BWT 1-7:

Must have at least one (1) year of specialized experience equivalent to BWT 1-6 OR Doctorate Degree in Graduate School in a related field.

BWT 1-8:

Must have at least one (1) year of specialized experience equivalent to BWT 1-7.

*The specialized experience means the experience that equipped the applicant with the particular knowledge, skills and abilities (KSAs) to successfully perform the duties of the position, and that is typically in or related to the duties of the position to be filled.

**When substituting education for special experience, a transcript and a certificate of graduation and/or diploma must be submitted together with application. Failure to submit required documentation may result in non-consideration for this position.

その他の必要応募資格条件/Other Qualification Requirements:

BWT 1-6/1-7:

1. Must be a college or university graduate with specialized education in electrical engineering or possess one of the following engineering licenses (Professional Engineer (PE) for Electrical Engineer (技術士・補—電気), 3 or higher Class Electrical Chief Engineer (3種以上の電気主任技術者) and/or Kenchiku Setsubishi (建築設備士—電気).
2. Average Proficiency Requirements: Language Proficiency Level 2, TOEIC 470, TOEFL (iBT 48, PBT 460) or Eiken Grade Pre 2.

BWT 1-8:

1. Must be a college or university graduate with specialized education in electrical engineering or possess one of the following engineering licenses (Professional Engineer (PE) for Electrical Engineer (技術士・補—電気), 3 or higher Class Electrical Chief Engineer (3種以上の電気主任技術者) and/or Kenchiku Setsubishi (建築設備士—電気).
2. Fluent Proficiency Requirements: Language Proficiency Level 3, TOEIC 730, TOEFL (iBT 79, PBT 551) or Eiken Grade 2.

要求される雇用条件/Required Condition of Employment:

BWT 1-6/1-7/1-8:

1. Must be able to pass required physical exam.
 - a. Must be physically fit to perform the duties above.
2. Must be able to work beyond the normal workday when required.

*Selection may be made at a lower grade (ENGINEER (ELECTRICAL), #525, BWT 1-7 or ENGINEERING TECHNICIAN (ELECTRICAL), #384, BWT 1-6) depending on the qualifications of the applicant. Incumbent may be non-competitively promoted upon supervisor's confirmation that the incumbent is performing at the next higher level. Promotion is not automatic but is contingent upon completion of all requirements to include training and/or qualifications/licenses, Time in Grade (TIG) and classification review.

タイムイングレード/Time in Grade (TIG):

To be promoted, current MLC/IHA employee applicants must have served at least 12 months in any USFJ permanent positions at the next lower grade or above. The period served by any job title at the required BWT and grade as well as the period served as Temporary Promotion at the required BWT and grade or Detail at the position of record could be credited. The application must demonstrate the TIG requirement being met.